

Reclamation Manual

Directives and Standards

Subject:	Reclamation Standard Water-Related Contract Articles, Article 11: Notices (All Programs)
Purpose:	To commit Reclamation’s Standard Contract Article 11 to the Reclamation Manual, introduced by a brief description and direction regarding its use, for the benefit of making it easily accessible and promoting Reclamation-wide consistency in its use and content.
Authority:	The Reclamation Act of 1902 (ch. 1093, 32 Stat. 388), and acts amendatory and supplementary thereto.
Approving Official:	Director, Office of Program and Policy Services
Contact:	Office of Program and Policy Services; Contract Services Office, 84-56000

1. **Notices (All Programs).** This article clarifies the procedures to be used by both the United States and the contractor when making official notifications, demands, or requests to the other party. The charts included in Reclamation Manual Policy PEC P10 specify which contract types require standard article 11.

2. **Reclamation Standard Contract Article 11.**

(All Programs)

NOTICES¹

Any notice, demand, or request authorized or required by this contract shall be deemed to have been given, on behalf of the Contractor, when mailed, postage prepaid, or delivered to the Regional Director,² _____ Region, Bureau of Reclamation, _____, _____, and on behalf of the United States, when mailed, postage prepaid, or delivered to the _____, of the Contractor, _____, _____. The designation of the addressee or the address may be changed by notice given in the same manner as provided in this article for other notices.

¹Approved 7/76; Reviewed 11/84; Revised 01/02.

²Other Reclamation officials may be designated when appropriate. Minor editorial changes to accommodate the name and address of the contracting entity are also acceptable.